

Figure 1-1. Suggested Quarterly Schedule.

Week	Opening Formation 15 min	Emphasis Items 15 min	Core Curriculum 50 min	Break & Admin Time 10 min	Special Training 50 min	Closing Formation 10 min
1	National Anthem	Drill & Ceremonies	Achievement Tests	Refreshments	Emergency services	Announcements
2	Cadet Oath	AE Current Events	Aerospace Ed	Fellowship	Drill team	Promotions
3	Announcements	Safety Briefing	Character Develop.	Purchase supplies	Color guard	Awards
4	Inspection	Drill & Ceremonies	Leadership	Pay dues	Team sports	
5		AE Current Events	Achievement Tests	Sign-up: activities	Rocketry	
6		Safety Briefing	Physical Fitness	Obtain forms, etc.	Teambuilding	
7		Drill & Ceremonies	Character Develop.		Counseling	
8		AE Current Events	Aerospace Ed.		Guest speakers	
9		Safety Briefing	Achievement Tests		Films	
10		Drill & Ceremonies	Leadership		Awards night	
11		AE Current Events	Character Develop.		Open house	
12		Safety Briefing	Physical Fitness		Special projects etc.	
13		Open	Open			

Most squadrons meet weekly for 2½ hours. The cadet staff, with senior member guidance, plans the program.

Units should prepare a master schedule for their weekly meetings that is based on a 13-week quarter. This system ensures the unit fulfills the minimum training requirements through the “Emphasis Items” and “Core Curriculum” blocks, while allowing ample time for other projects through the “Special Training” block.